

28 FEB 1980

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman, Executive Career Service Board

FROM : Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management

SUBJECT : Approval of NAPA Project Group Recommendations

REFERENCE : Multi-adse memo fr DDCI dtd 5 Nov 79, Subj: NAPA
Project Group Report

1. On 15 January 1980, the Deputy Director of Central Intelligence approved the following actions which were based upon recommendations made in Tab K of the referenced report. These relate to ensuring that a requirement for a college degree in a professional position is valid.

a. "Position Management and Compensation Division and the operating heads insure that job descriptions and standards accurately reflect the education criteria for professional positions."

b. "Each Deputy Director task the issuing officer for a vacancy notice with the responsibility to verify the subject component's vacancy notice requirement for a college degree and to assure that the need for this requirement or lack thereof is adequately conveyed in the notice."

2. It is requested that you inform your operating components of the above approved recommendations.

Harry E. Fitzwater
Harry E. Fitzwater

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5 NOV 1979

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
Director, Equal Employment Opportunity
Comptroller
General Counsel
Legislative Counsel
Inspector General

FROM: Deputy Director of Central Intelligence

SUBJECT: NAPA Project Group Report

1. In accordance with the decision reached at the Executive Committee Meeting on 5 June 1979, the Director of Personnel was charged with forming a task group to study the NAPA Team's recommendations. This task group, with representation from each of the four Directorates, was established on 27 June 1979. The group has now completed its deliberations and the Director of Personnel has forwarded to me the final report for decisions on its findings. The task group's report, containing 27 issue papers with recommendations, is attached.

2. It is requested that you review the report and its recommendations and submit any comments you may have to the Director of Personnel by 15 November 1979. I intend to schedule the major issues for consideration by the Executive Committee as soon as practicable after receipt of your comments.

/s/ Frank C. Carlucci

Frank C. Carlucci

Attachment

28 FEB 1980

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
General Counsel
Legislative Counsel
Inspector General
Comptroller
Director, Equal Employment Opportunity
Director of Public Affairs

FROM : Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management

SUBJECT : NAPA Project Group Recommendations

Following deliberations by the Executive Committee, the Deputy Director of Central Intelligence approved the attached two sets of actions on recommendations made by the NAPA Project Group in their report of 2 November 1979. I am forwarding these to you for information only; specific actions to be taken will be the subject of separate correspondence. In addition, all employees will be notified of any personnel management changes.

Harry E. Fitzwater

Harry E. Fitzwater

Attachments

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28 February 1980	Memo to DD's and DCI Area Office Heads re NAPA Project Group recommendations; Recommendations A - AA, Approved by DDCI
28 February 1980	Mrmo to DD's and C/EA re Approval of NAPA Project Group's Recommendations, TAB K.

INDEX

2 July 1979	Memo to CSs from D/Pers re the Establishment of the NAPA Project Group
29 August 1979	Memo to Acting DCI fr D/Pers re NAPA Project Group Items (Labeling Positions as Prof and Cler; Movement into Prof Positions; Personnel Policy (Regs); and "E" Career Service
5 October 1979	Note to DDCI fr D/Pers re Rundown on Issues Being Addressed by the NAPA Project Group
1 November 1979	Memo to DDCI fr D/Pers re NAPA Project Group Report (Framework for the Agency Personnel System; Personnel Selection and Development; Manpower Planning, Recruitment and Separation; and Personnel Program Evaluation)
20 December 1979	<u>DCI NOTE</u> (Draft) fr D/Pers to SA/DDCI - Subject: NAPA Recommendations
10 January 1980	Memo to CSs from D/PersPP&M re TAB E (Advance Work Plan)
10 January 1980	Memo to GC fr D/Pers re TAB A of Report (<u>Guide to Law of Central Intelligence</u>)
10 January 1980	Memo to C/E Career Service fr D/Pers re TAB H of Report (Retain the E Career Service)
15 January 1980	Memo to DDCI from D/PersPP&M re CIA Employees Non-Competitive Transfers to Other Federal Agencies
21 January 1980	Memo to DD/PersPP&M/P&C from R. White re Analyses and Reporting of FY 80 APP
24 January 1980	Memo to CSs fr D/PersPP&M re approval of TABS N, O, and P. (Competitive Evaluation/Performance--Potential)
24 January 1980	Memo to D/OTR from D/PersPP&M re TAB R of Report. (Orientation and Management Courses)
31 January 1980	Memo to D/PersPP&M from DDO (response to memo dated 24 January --competitive evaluation/performance--potential)
31 January 1980	Memo to CSs from D/PersPP&M re FY 1980 Annual Personnel Plan Analysis
6 February 1980	Note to DD/PersPP&M fr SA/DDCI re DCI MAG response to Report (TAB W) Issuance of Policy Statement